

# CASE MANAGEMENT CODE SHEET

Appendix K

## PROGRAM CODES

PACT Temporary Assistance Pact

## WORK REQUIREMENT CODES

- E Exempt
- V Exempt, volunteering to participate. (Also used for TEAM dependent under age 18)
- M Mandatory (Also used for TEAM dependent age 18-19)
- T Teen Parent Under Age 18 AND Attending An Educational Activity (NOT Subject to Lifetime Limit)
- F Teen Parent NOT Attending An Educational Activity (Subject to Lifetime Limit)
- D Mandatory Referred to DWD
- W Volunteer Referred to DWD
- H Extension Due to Hardship
- J Referred to DWD During Extension
- P Pending Assessment

## JOBS STATUS (system generated -no entry required)

- A Active in JOBS. Individual is currently active in a component activity.
- C Individual called in for orientation.
- E Mandatory individual excluded for good cause.
- I Inactive in JOBS. Has been in JOBS but is not currently active in a component activity.
- N No JOBS component activity on file.
- U Unassigned individual. Individual is not active in a component activity but is in unassigned status for one or more components.

## TRAINING STATUS

- A Not currently enrolled
- B High school student
- C GED program
- D AEL program
- E College student
- F Vocational-Technical program
- G On-the-Job Training (OJT)
- H Job Corp
- J Vocational Rehabilitation
- K Classroom training
- L Other

## EXEMPTION/EXTENSION REASONS

- 01 Custodial caretaker of a child under 12 months of age  
**NOTE:** Teen parents, under age 18, are mandatory participants when youngest child is over 12 weeks
- 02 Custodial caretaker of a child under 12 months of age for more than 12 months
- 03 Child under age 18, including the month one turns 18. Child under age 19 attending school and anticipated to graduate
- 05 Needed in Home to Care for a Disabled Individual
- 06 Permanently disabled
- 07 Payee 60 years of age or older
- 20 Domestic Violence
- 21 Substance Abuse
- 22 Mental Health
- 23 Team Conclusion
- 24 Active CS/IM
- 25 Family Crisis
- 26 Pending Review

## SUPPORTIVE SERVICE

- W Work-related expense
- T Transportation-related expense
- P Bus Pass
- F Forty-five miles one way/TRE

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## JCAT Screen

### COMPONENT ACTIVITY

- 01 Assessment and Self-Sufficiency Planning
- 02 GED Test
- 04 Vocational Education & Training
- 05 Job Readiness Activities
- 07 Job Search
- 08 On-the-Job Training (OJT)
- 11 Conciliation
- 12 Community (CWEP)/Alternative (AWEP) Work Experience
- 13 Unsubsidized Paid Employment/Paid Work Experience
- 18 Education Related to Employment
  - 18A AEL, High School Equivalency and/or Remedial Education
  - 18B English as a Second Language (ESL)
  - 18C Junior High - Grades 7 through 8
  - 18D High School – Grades 9 through 12
- 19 Treatment/Support Activity
- 20 Refugee/Resettlement Agency
- 21 Wage Supplementation
  - 21D Statewide

### TEMPORARILY EXCLUDED DUE TO:

- 1 Transportation
- 2 Child Care
- 4 Temporarily Disabled/Pregnant
- 5 Victim of Domestic Violence

### JOBS COMPLETION STATUS

- A Self-Sufficiency Pact completed and obtained employment
- B Self-Sufficiency Pact completed but employment NOT obtained
- C Self-Sufficiency Pact NOT completed but employment obtained
- D Self-Sufficiency Pact NOT completed and employment NOT obtained
- E No longer receiving Temporary Assistance
- F PFS Case Transferred to DWD
- G TA Case Transferred to DWD

### COMPONENT END REASON

- A Component activity completed; remains active in another JOBS component activity
- B Component activity completed; eligible for up to 30 days of supportive services
- C Temporary Assistance case closed; eligible for up to 90 days of supportive services
- D Work requirement code changed to exempt
- E Refused to cooperate
- F Refused to accept, or terminated employment without good cause
- G Moved out of the area or unable to locate
- H Temporary Assistance case closed; no supportive services authorized
- I Unsatisfactory performance
- J Other
- K Temporarily excluded
- L Component activity not completed; changed or remains active in another component activity
- M Component activity code incorrect and unable to erase; opening under correct component activity code
- O Death of a participant
- R Agreed to Cooperate (for Conciliation-Component 11 only)
- S Referred for Sanctioning ( for Conciliation-Component 11 only)
- T Converted to DWD (7-1-03)
- W System Ended (system generated – Work First)
- Z System ended (system generated - PACT only)